



DEVELOPMENT SERVICES DEPARTMENT

Building (954-797-1111)

Engineering (954-797-1113)

Planning & Zoning (954-797-1103)

**TOWN OF DAVIE** 6591 ORANGE DRIVE, DAVIE, FLORIDA 33314-3399 (954) 797-1000

**DRIVEWAY CHECKLIST**

**Required**

- \_\_\_\_\_ Property Tax Folio Number (On Tax Notice or Receipt)
- \_\_\_\_\_ **Zoning** (Condominium/ Homeowners Association Approval Letter (Association Letter must state the Association is aware of the intended improvement(s)  
(1 Sealed Survey (Original) and 2 Copies No older than 2 years without survey affidavit if there are no changes to property since date on survey)  
**New Driveways** need a notarized letter stating that no trees are being removed.  
2 Location/ Plot Plan (Showing all intended **set backs** from property line and other existing structures)  
Surveys must show all easements and encumbrances
- \_\_\_\_\_ **Engineering** (Provide drainage cross sections of the new driveway through swale area. Must be a minimum of 3" in right away
- \_\_\_\_\_ Drainage District: if applicable - (Drainage/Lake Maintenance Easement)  
**(Required only if structure is in easement)** (Stamped on slab Location Plan)
- \_\_\_\_\_ Central Broward Water Control District
- \_\_\_\_\_ South Broward Drainage District Approval
- \_\_\_\_\_ Tindall Hammock Approval
- \_\_\_\_\_ Completed Building Permit Applications
- \_\_\_\_\_ Notarized Signature on Applications
- \_\_\_\_\_ Contractors- A Copy of all applicable licenses (Competency & Occupational) original insurance certificates for Workman's Comp and General Liability
- \_\_\_\_\_ Disclosure Statement - if submitted as on owner / builder application.
- \_\_\_\_\_ Plan Check Fee in the amount of \$30.00 at time of submitting application.